RFP No. 4282

Mississippi Department of Education
Food Distribution Software

Attendance

- First Roll Call
  - Vendor participation is mandatory for the entire conference.
  - A representative for each participating vendor must be present for the final roll call.
- Please email your business card or signature block to: Khelli.Reed@its.ms.gov

- Attendees will be posted to the ITS website (www.its.ms.gov)

Agenda

AGENDA	
ATTENDANCE	Khelli Reed – ITS
PROJECT OVERVIEW	Bill Urban - MDE
PROCUREMENT GUIDELINES	Khelli Reed - ITS
ADDITIONAL INFORMATION	Khelli Reed - ITS
QUESTION AND ANSWERS	Answers to vendor questions during this conference are not official unless and until submitted to ITS in writing.
CLOSING COMMENTS	Khelli Reed - ITS
CONCLUSION	Khelli Reed - ITS

Project Overview

- MDE administers the school lunch programs for all the school districts in the State of Mississippi. Food is supplied to the districts through the National School Lunch Program and through the State-based Automated Food Purchasing System (APS).

- State agencies are responsible for the administration of the USDA Food Distribution Program (FDP). As such, MDE is the link between the USDA and recipient agencies and contracted distributors. MDE is responsible for ensuring the program is managed to the benefit of the participants according to the federal requirements.

- The USDA manages the interaction between the FDP and the States (MDE) with a tool called Web Based Supply Chain Management (WBSCM). The WBSCM can forecast future needs, negotiate reduced truckload pricing for heavily used food items, and schedule automatic deliveries throughout the year.

Project Overview

- The WBSCM is a fully integrated, internet-based commodity acquisition, distribution, and tracking system built on systems, applications, and products (SAP) in data processing commercial software on an Oracle platform. All federal food and commodity orders, solicitations, offers, awards, deliveries, invoices, and payments occur in WBSCM, and all business partners in the commodity program are required to use this system. Commodities are food products supplied by the USDA and the DOD.

- The APS is an automated, web-based program developed for MDE. It processes between $90 - $110 million in food and supplies annually for 172 organizations and approximately 1,000 delivery sites for seven regions in the State. Food purchased and distributed through this system is not eligible for Federal funds and costs are borne by the users. The APS manages the bidding, award, and distribution of food and supplies to the Districts. It maintains approved distributor and manufacturer information, product lists, participating school districts, etc.

Project Overview

- MDE seeks a Vendor capable of providing both solutions – the FDP and the APS.

- MDE seeks to replace the existing FDP solution with a leading, commercial, government cloud-hosted solution that will eliminate current manual processes and position MDE to meet all FDP program requirements. MDE seeks a solution fully capable of interacting/interfacing with the current federal WBSCM application.

- MDE seeks to replace the existing APS solution with a leading, commercial, government cloud-hosted solution that will replicate current functionality, automate manual processes and introduce best practices where they are lacking. MDE considers incumbent functionalities to be common to food distribution programs of similar size and scope.

- MDE seeks real-time integration or interfaces for functions that interact with both solutions' databases.

- The contract term is five (5) years, with optional renewals.

Evaluation Overview

- Scoring is covered in Section VII Technical Specifications, Item 4 of the RFP.
- Each requirement is given a score between 0-10, with 9 points for meeting the requirement. Vendors should provide detail as to how their proposed solution meets or exceeds each specification.
- Vendors must respond with "Will Comply" or "Exception", on every requirement in listed in Attachment A beginning with Item 16.
- Non-Cost = 65 points; Cost = 35 points.
- Mandatory requirements must meet the requirement and have a meaningful response.
- Taking exceptions to a Mandatory requirement will face elimination.
- The combination of the best technical solution and lowest cost is the key to being the selected vendor.

Technical Evaluation

Non-Cost Categories	Possible Points
General; Implementation Requirements – Statement of Work	10
Functional/Technical Requirements (Both Solutions); Functional/Technical Requirements Specific to FDP Solution; Requirements Specific to APS Solution	20
System/Solution Design (Both Solutions)	20
Software Administration and Security (Both Solutions); Maintenance and Support (Both Solutions)	15
Maximum Possible Points	**65**

- Vendors must meet the 80% gate in the non-cost categories.

Section VIII, Cost Information Submission

- Cost must be submitted using the format provided.
- Vendors can add to or break out items in their cost submission to fit their solution; however, a total implementation cost and a total annual cost must be provided.
- Vendors cannot change costs after the proposals have been submitted.
- Vendors are required to provide a fully loaded hourly change order rate as directed on the form.

RFP Response

- Proposal: 1 USB flash drive. Vendor's documents must be submitted in Microsoft Office 2010 or higher format and/or PDF format, as appropriate.   If PDF format is submitted, the file must be searchable.
- Submission Cover Sheet (Section I)
- Proposal Exceptions (Section V)
- Response to RFP Questionnaire (Section VI)
- Point-by-Point Response (Attachment A)
- Cost Information Submission Form (Section VIII)
- References (Section IX)

Standard Contract

- Exhibit A – Software as a Service Agreement
- Vendors must review this document and take exception, if necessary. If Vendor takes no exception to Exhibit A, the state assumes that these terms are agreeable and cannot be negotiated after award.

Upcoming Dates

- Deadline for Vendor's Written Questions
  - **Friday, August 20, 2021 at 3:00 p.m. Central Time**
- Responses to Vendor Questions
  - **Posted to the ITS Website by COB Tuesday, August 31, 2021**
- Proposal Due Date
  - **Tuesday, September 21, 2021 at 3:00 p.m. Central Time**
- Proposal Evaluations
  - **Begin Tuesday, September 21, 2021**
- Proposed Project Implementation Start-Up
  - **November 1, 2021**

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Additional Information

- Vendor communication with the State
  - See Section II Proposal Submission Requirements, Item 14
- Answers to questions asked during this Vendor Conference are not official until and unless submitted in writing.
- Vendors may continue to check the ITS website for updates related to this RFP No. 4282.
  - www.its.ms.gov

Questions and Answers

- **Open to the floor** - Answers to questions posed during the vendor conference are not official unless and until questions are submitted in writing.

Closing Comments

- Final Roll Call

- Please email your business card to:
  Khelli.Reed@its.ms.gov

- Attendees will be posted to the ITS website
  (www.its.ms.gov)

Conclusion

Thank you for your participation!

Please make sure I have acknowledged your company's participation on the web conference.